

**HOPKINS HILL FIRE DISTRICT  
BESTWICK TRAIL  
COVENTRY, RI 02816**

**A MEETING OF THE EXECUTIVE BOARD TOOK PLACE ON MONDAY,  
MARCH 31, 2014 AT THE HOPKINS HILL FIRE STATION.**

**MODERATOR, DAN DANIS, CALLED THE MEETING TO ORDER AT  
7:00 P.M.**

**PRESENT: DAN DANIS, KEN BURDICK, DENISE DEGRAIDE,  
BARBARA KANE,  
DENISE BROWN, CAROL DION, CARRIE MOORE, CHIEF FRANK  
BROWN.**

**EXECUTIVE SESSION AT 7:01 P.M.**

**DENISE BROWN MADE A MOTION TO SEAL MINUTES OF  
EXECUTIVE SESSION, SECOND BY KEN BURDICK. CAROL  
DION-YES, DENISE DEGRAIDE-YES, CARRIE MOORE-YES, DAN  
DANIS-YES, BARBARA KANE-YES. MINUTES OF EXECUTIVE  
SESSION CLOSED AND SEALED AT 7:07 P.M.**

**RECONVENE MEETING AT 7:07 P.M.**

**KEN BURDICK MADE A MOTION TO APPROVE AND WAIVE READING OF FEBRUARY 3, 2014 MINUTES. SECOND BY DENISE DEGRAIDE. CAROL DION-YES, DENISE BROWN-YES, BARBARA KANE-YES, DAN DANIS-YES, CARRIE MOORE-YES. MOTION PASSED AND COPIES PLACED ON FILE.**

**TREASURER'S REPORT WAS GIVEN BY BARBARA KANE.**

**SAVINGS \$282,198.15, CHECKING \$34,066.33, RESCUE ACCOUNT \$202,198.41,**

**SANTANDER BANK \$4,932.22, CD \$23,332.08, CD \$32,376.48.**

**KEN BURDICK MADE A MOTION TO ACCEPT, SECOND BY CARRIE MOORE.**

**DENISE DEGRAIDE-YES, CAROL DION-YES, DENISE BROWN-YES, DAN DANIS-YES, MOTION PASSED AND COPY PLACED ON FILE.**

**TAX COLLECTOR'S REPORT WAS GIVEN BY DENISE BROWN.**

**TRIAL BALANCE REPORT FROM 2/1/14-3/30/14. COLLECTED TO DATE \$31,668.17. PENALTIES \$3,740.96 UNCOLLECTED \$402,738.00**

**TRIAL BALANCE REPORT FROM 5/1/13 - 3/30/14.**

**COLLECTED TO DATE \$708,340.39 PENALTIES \$20,468.44**

**CARRIE MOORE MADE A MOTION TO ACCEPT, SECOND BY BARBARA KANE.**

**CAROL DION-YES, KEN BURDICK-YES, DAN DANIS-YES, DENISE DEGRAIDE-YES. MOTION PASSED AND COPIES PLACED ON FILE.**

**HYDRANT REPORT WAS GIVEN BY CHIEF FRANK BROWN. NO REPORT**

**STREET LIGHTING REPORT WAS GIVEN BY CHIEF FRANK BROWN. GOING BACK AND FORTH WITH NATIONALGRID REGARDING STREET LIGHTS ON TIMBER TRAIL. STILL WAITING FOR FOUR (4) LIGHTS.**

**KEN BURDICK MADE A MOTION TO ACCEPT, SECOND BY BARBAR KANE.**

**CAROL DION-YES, DENISE BROWN-YES, DENISE DEGRAIDE-YES, DAN DANIS-YES, CARRIE MOORE-YES. MOTION PASSED.**

**FIRE CHIEF'S REPORT WAS GIVEN BY CHIEF FRANK BROWN.**

**\*ACCOUNT BALANCES FOR YEAR 2013-2014. LOOKING GOOD.**

**\*RESCUE ACCOUNT: TAKING IN AVERAGE OF \$17,418.37.**

**\*CHIEF'S CHECK REGISTER: WROTE OUT CHECKS FOR \$1,133.00, DEPOSITS: \$943.00. BALANCE \$2,980.00**

**\*AFG GRANT-SCOTT AIR PACKS ARE IN. DELIVERY IN 30 DAYS.**

**\*DENISE DEGRAIDE AND CHIEF BROWN ATTENDED MEETINGS REGARDING CCFD. TALKS ABOUT FISCAL STABILITY ACT AND RE-ORGANIZATION AS COVENTRY MAIN FIRE DISTRICT. THEY ARE IN HOLDING PATTERN NOW.**

**\*FIRE SUPPRESSION SYSTEM NOT UP TO CODE. NEED TO REPLACE AT A COST OF \$2,000.00.**

**\*NEED TO BUILD A PLATFORM OUTSIDE THE KITCHEN DOOR. HAVING PROBLEM WITH ICE FORMING NEAR DOOR. FIREFIGHTERS TO BUILD. COST \$2,000.00.**

**\*CHIEF GIVING US NOTICE THAT IN SEPTEMBER HE WILL BE ASKING FOR \$30,000.00 TO PURCHASE A LIFE PACK 15 FOR RESCUE.**

**\*MAY 2015 ANNUAL MEETING WILL HAVE A RESOLUTION LOOKING TO PURCHASE A NEW RESCUE.**

**\* TAX RATE FOR 2014-2015**

**RESIDENTIAL OLD RATE \$2.10 NEW RATE \$2.20**  
**COMMERICAL OLD RATE \$3.15 NEW RATE \$3.30**  
**PROPOSED NEW RATE IS NOT TO EXCEED \$2.20 AND \$3.30.**

**\*WENT OVER BUDGET ITEM BY ITEM :**

**2013-2014                      2014-2015**

**ADMINISTRATION:**

|                             |                     |                     |
|-----------------------------|---------------------|---------------------|
| <b>101 INSURANCE</b>        | <b>\$ 48,000.00</b> | <b>\$ 48,000.00</b> |
| <b>102 LEGAL</b>            | <b>500.00</b>       | <b>500.00</b>       |
| <b>103 OFFICE SUPPLIES</b>  | <b>3,000.00</b>     | <b>3,000.00</b>     |
| <b>104 STREET LIGHTING</b>  | <b>28,000.00</b>    | <b>30,000.00</b>    |
| <b>105 HYDRANT RENTAL</b>   | <b>36,500.00</b>    | <b>38,500.00</b>    |
| <b>106 FINANCIAL AUDIT</b>  | <b>3,000.00</b>     | <b>3,000.00</b>     |
| <b>108 ADVERTISING</b>      | <b>1,000.00</b>     | <b>1,000.00</b>     |
| <b>109 INFORMATION TECH</b> | <b>2,500.00</b>     | <b>2,500.00</b>     |

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|--------------|----------------------|----------------------|
| <b>TOTAL</b> | <b>\$ 122,500.00</b> | <b>\$ 126,500.00</b> |
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**DISTRICT OFFICER COMPENSATION**

|                                     |                  |                  |
|-------------------------------------|------------------|------------------|
| <b>201 CHAIRPERSON</b>              | <b>975.00</b>    | <b>975.00</b>    |
| <b>202 TAX ASSESSOR</b>             | <b>875.00</b>    | <b>875.00</b>    |
| <b>203 VICE CHAIRPERSON</b>         | <b>875.00</b>    | <b>875.00</b>    |
| <b>204 MEMBER AT LARGE</b>          | <b>875.00</b>    | <b>875.00</b>    |
| <b>205 CLERK</b>                    | <b>6,500.00</b>  | <b>6,500.00</b>  |
| <b>206 TREASURER</b>                | <b>6,500.00</b>  | <b>6,500.00</b>  |
| <b>207 TAX COLLECTOR</b>            | <b>16,000.00</b> | <b>16,000.00</b> |
| <b>209 DEPUTY CHIEF</b>             | <b>2,500.00</b>  | <b>2,500.00</b>  |
| <b>210 ASSISTANT DEPUTY CHIEF</b>   | <b>2,000.00</b>  | <b>2,000.00</b>  |
| <b>211 CHIEF ENGINEER</b>           | <b>1,000.00</b>  | <b>1,000.00</b>  |
| <b>214 CAPTAINS AND LIEUTENANTS</b> | <b>4,000.00</b>  | <b>4,000.00</b>  |

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| <b>TOTAL</b> | <b>\$ 42,100.00</b> | <b>\$ 42,100.00</b> |
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**EMPLOYEE PAYROLL**

|                               |                      |                     |
|-------------------------------|----------------------|---------------------|
| <b>301 BASE SALARIES</b>      | <b>\$ 484,000.00</b> | <b>\$506,000.00</b> |
| <b>302 PAYROLL TAXES</b>      | <b>14,000.00</b>     | <b>14,000.00</b>    |
| <b>303 PENSION PAYMENTS</b>   | <b>65,000.00</b>     | <b>85,000.00</b>    |
| <b>304 MEDICAL PLAN</b>       | <b>126,000.00</b>    | <b>126,000.00</b>   |
| <b>305 FULL-TIME FILL-INS</b> | <b>55,000.00</b>     | <b>55,000.00</b>    |
| <b>306 PART-TIME FILL-INS</b> | <b>23,500.00</b>     | <b>25,000.00</b>    |
| <b>307 HOLIDAY PAY</b>        | <b>21,500.00</b>     | <b>22,500.00</b>    |

|                              |                      |                     |
|------------------------------|----------------------|---------------------|
| <b>308 UNIFORM ALLOWANCE</b> | <b>8,000.00</b>      | <b>8,000.00</b>     |
| <b>309 MEDICAL TESTING</b>   | <b>1,500.00</b>      | <b>1,500.00</b>     |
| <b>TOTAL</b>                 | <b>\$ 798,500.00</b> | <b>\$843,000.00</b> |

#### **STATION OPERATION**

|                                    |                     |                     |
|------------------------------------|---------------------|---------------------|
| <b>401 ELECTRIC</b>                | <b>\$ 6,500.00</b>  | <b>\$ 6,500.00</b>  |
| <b>402 NATURAL GAS</b>             | <b>7,500.00</b>     | <b>7,500.00</b>     |
| <b>403 PHONE/CABLE/INTERNET</b>    | <b>3,000.00</b>     | <b>3,200.00</b>     |
| <b>404 DOMESTIC WATER</b>          | <b>1,000.00</b>     | <b>1,000.00</b>     |
| <b>406 EQUIP. MAINT. CONTRACTS</b> | <b>1,000.00</b>     | <b>1,000.00</b>     |
| <b>407 STATION UPKEEP</b>          | <b>4,000.00</b>     | <b>4,000.00</b>     |
| <b>TOTAL</b>                       | <b>\$ 23,000.00</b> | <b>\$ 23,200.00</b> |

#### **FIRE APPARATUS OPERATION**

|                                  |                     |                     |
|----------------------------------|---------------------|---------------------|
| <b>501 DIESEL &amp; GASOLINE</b> | <b>\$ 16,000.00</b> | <b>\$ 16,000.00</b> |
| <b>502 MAINT. &amp; REPAIRS</b>  | <b>20,000.00</b>    | <b>20,000.00</b>    |
| <b>TOTAL</b>                     | <b>\$ 36,000.00</b> | <b>\$ 36,000.00</b> |

#### **RESCUE SUPPLIES**

|                                    |                    |                    |
|------------------------------------|--------------------|--------------------|
| <b>601 RESCUE SUPPLIES</b>         | <b>\$ 3,000.00</b> | <b>\$ 3,000.00</b> |
| <b>602 OXYGEN REFILL</b>           | <b>1,500.00</b>    | <b>1,500.00</b>    |
| <b>603 EQUIP. MAINT. CONTRACTS</b> | <b>1,500.00</b>    | <b>1,500.00</b>    |
| <b>604 CELLULAR PHONE</b>          | <b>3,100.00</b>    | <b>3,100.00</b>    |

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| <b>TOTAL</b> | <b>\$ 9,100.00</b> | <b>\$ 9,100.00</b> |
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**FIRE DEPARMENT OPERATION**

|                                   |                  |                    |
|-----------------------------------|------------------|--------------------|
| <b>701 MISC. SMALL TOOLS</b>      | <b>1,000.00</b>  | <b>\$ 1,000.00</b> |
| <b>702 BADGES &amp; ID'S</b>      | <b>1,000.00</b>  | <b>1,000.00</b>    |
| <b>703 PETTY CASH</b>             | <b>200.00</b>    | <b>200.00</b>      |
| <b>704 CALLMEN PAY</b>            | <b>15,000.00</b> | <b>15,000.00</b>   |
| <b>705 EDUCATIONAL</b>            | <b>3,500.00</b>  | <b>3,500.00</b>    |
| <b>706 FIRE CHIEF CONVENTION</b>  | <b>550.00</b>    | <b>550.00</b>      |
| <b>707 OFFICE SUPPLIES</b>        | <b>2,000.00</b>  | <b>2,000.00</b>    |
| <b>708 FIRE ALARM MAINTENANCE</b> | <b>3,500.00</b>  | <b>3,500.00</b>    |

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| <b>TOTAL</b> | <b>\$ 26,750.00</b> | <b>\$26,700.00</b> |
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|                          |                    |                    |
|--------------------------|--------------------|--------------------|
| <b>NEW EQUIPMENT</b>     | <b>\$ 5,000.00</b> | <b>\$ 5,000.00</b> |
| <b>CAPITAL PURCHASES</b> | <b>\$ 2,500.00</b> | <b>\$ 2,500.00</b> |
| <b>MISCELLANEOUS</b>     | <b>\$ 1,500.00</b> | <b>\$ 1,500.00</b> |

**TOTAL ANNUAL OPERATING BUDGET**

|                        |                       |
|------------------------|-----------------------|
| <b>\$ 1,066,950.00</b> | <b>\$1,115,650.00</b> |
|------------------------|-----------------------|

**&#65532;**

**CARRIE MOORE MADE A MOTION TO ACCEPT CHIEF'S REPORT,  
SECOND BY**

**DENISE DEGRAIDE. CAROL DION-YES, DAN DANIS-YES, BARBARA  
KANE-YES, DENISE BROWN-YES, KEN BURDICK-YES. MOTION  
PASSED.**

**OLD BUSINESS:**

**NOMINATING COMMITTEE SUBMITTED NOMINATIONS OF OFFICERS  
FOR YEAR 2014-2015:**

**DANIEL DANIS-CHAIRPERSON**

**KENNETH BURDICK-VICE-CHAIRPERSON**

**CAROL DION-CLERK**

**BARBARA KANE-TREASURER**

**DENISE BROWN-TAX COLLECTOR**

**DENISE DEGRAIDE-TAX ASSESSOR**

**CARRIE MOORE-MEMBER AT LARGE**

**NEW BUSINESS:**

**\*KEN BURDICK MADE A MOTION TO APPROPRIATE AN AMOUNT  
NOT TO EXCEED \$5000.00 FOR PURCHASE OF SUPPLIES FOR  
PLATFORM AND FIX FIRE SUPPRESSION SYSTEM. SECOND BY  
DENISE BROWN. CAROL DION-YES  
DAN DANIS-YES, DENISE DEGRAIDE-YES, BARBARA KANE-YES,  
CARRIE MOORE-YES. MOTION PASSED.**



**\*DENISE DEGRAIDE MADE A MOTION TO ACCEPT BUDGET 2014-2015 AS PROPOSED AND PRESENT TO TAXPAYERS AT ANNUAL MEETING. SECOND BY CARRIE MOORE. CAROL DION-YES, KEN BURDICK-YES, DENISE BROWN-YES, DAN DANIS-YES, BARBARA KANE-YES. MOTION PASSED.**

**\*DENISE DEGRAIDE MADE A MOTION TO SUBMIT TO TAX PAYERS AT ANNUAL MEETING NOMINATIONS FOR OFFICERS. SECOND BY KEN BURDICK. CAROL DION-YES, BARBARA KANE-YES, DENISE BROWN-YES, DAN DANIS-YES, CARRIE MOORE-YES. MOTION PASSED.**

**GOOD OF DISTRICT- ANNUAL MEETING SATURDAY, MAY 3, 2014  
7:00 P.M.**

**ADJOURNMENT AT 8:07 P.M.**

**RESPECTFULLY SUBMITTED,**

**CAROL DION  
CLERK**